

## **APPENDIX Q – Templates for Solid Waste Management Plan Resolutions and Certification Statements**

This appendix contains templates that the policy committee or board of trustees can use for certification statements and resolutions that the policy committee or board of trustees is required to adopt during the process of preparing a solid waste management plan.

There are separate templates for solid waste management districts and regional solid waste management authorities. The templates were written for single county solid waste management districts and single county regional solid waste management authorities. Modify the templates as necessary for multi-county solid waste management districts and regional solid waste management authorities.

### **1. Certification Statement for the Draft Solid Waste Management Plan**

The policy committee or board of trustees signs this statement prior to submitting a draft solid waste management plan to Ohio EPA. The policy committee or board of trustees uses this statement to certify that the information provided in the solid waste management plan update is accurate and in compliance with the *District Solid Waste Management Plan Format*, version 4.0. See Templates in Q.1.

### **2. Resolution Adopting the Solid Waste Management Plan**

The policy committee or board of trustees passes this resolution prior to distributing the draft solid waste management plan for ratification. The policy committee or board of trustees passes this resolution to adopt the draft solid waste management plan and certify that the draft plan is accurate and in compliance with the *District Solid Waste Management Plan Format*, version 4.0. See Template Q.2

### **3. Resolution Certifying Ratification of the Solid Waste Management Plan**

The policy committee or board of trustees signs a resolution stating that the solid waste management plan was properly ratified by the political jurisdictions within the solid waste management district or regional solid waste management authority. This resolution is executed after solid waste management plan has been ratified and before the plan is submitted to Ohio EPA for review. See Template Q.3

The table below lists the three documents, describes when each document is executed, and indicates which version of the plan, the draft or the ratified version, the policy committee or board of trustees provides the document:

<b>Document</b>	<b>When Executed</b>	<b>Include in Draft Plan</b>	<b>Include in Ratified Plan</b>
Certification Statement for the Draft Solid Waste Management Plan	Signed and dated prior to submitting the draft plan to Ohio EPA for review	Yes	Yes
Resolution Adopting the Solid Waste Management Plan	Adopted after making changes in response to comments received during the public comment period and before distributing the draft plan for ratification	No	Yes
Resolution Certifying Ratification of the Solid Waste Management Plan	Adopted after the solid waste management plan has been ratified and before submitting the ratified plan to Ohio EPA	No	Yes

**Templates for Certification Statement for the Draft, Amended  
Solid Waste Management Plan**

## Certification Statement for the Draft Plan

We as representatives of the policy committee for the \_\_\_\_\_ County Solid Waste Management District (District) do hereby certify that to the best of our knowledge and belief, the statements, demonstrations, and all accompanying materials that comprise the District's solid waste management plan (Plan) are accurate and are in compliance with the requirements in the *District Solid Waste Management Plan Format*, version 4.0, the *2009 State Solid Waste Management Plan*, and the Ohio Revised Code.

\_\_\_\_\_  
County Commissioner or Designee

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Municipal Officer or Designee

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Township Representative

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Health Commissioner or Designee

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Solid Waste Generator Representative

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Member Representing General Interests  
of Citizens

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Public Representative

\_\_\_\_\_  
Date Signed

## Certification Statement for the Draft Plan

For the \_\_\_\_\_ Regional Solid Waste Management Authority:

We as representatives of the board of trustees for the \_\_\_\_\_ Regional Solid Waste Management Authority (Authority) do hereby certify that to the best of our knowledge and belief, the statements, demonstrations, and all accompanying materials that comprise the Authority's solid waste management plan (Plan) are accurate and are in compliance with the requirements in the *District Solid Waste Management Plan Format*, version 4.0, the *2009 State Solid Waste Management Plan*, and the Ohio Revised Code.

\_\_\_\_\_  
County Commissioner or Designee

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Municipal Officer or Designee

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Township Representative

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Health Commissioner or Designee

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Solid Waste Generator Representative

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Member Representing General Interests of Citizens

\_\_\_\_\_  
Date Signed

\_\_\_\_\_  
Public Representative

\_\_\_\_\_  
Date Signed

**Templates for Resolution Adopting the Draft,  
Amended Solid Waste Management Plan**

**Resolution Adopting the Draft, Amended  
Solid Waste Management Plan**

**Resolution \_\_\_\_\_**

The policy committee for the \_\_\_\_\_ Solid Waste Management District (District) passed a resolution adopting the amended solid waste management plan for the District.

WHEREAS, this policy committee completed the draft, amended solid waste management plan and submitted it to the Ohio Environmental Protection Agency for review and comment on \_\_\_\_\_, 20\_\_\_\_. The Ohio Environmental Protection Agency provided comments in a non-binding advisory opinion issued on \_\_\_\_\_, 20\_\_\_\_.

WHEREAS, this policy committee reviewed the non-binding advisory comments received from the Ohio Environmental Protection Agency and took into consideration these comments and incorporated changes into the draft, amended solid waste management plan where necessary.

WHEREAS, the policy committee conducted a 30-day public comment period and held a public hearing on \_\_\_\_\_, 20\_\_\_\_ to provide the public an opportunity to have input into the draft, amended solid waste management plan.j

NOW, THEREFORE, BE IT RESOLVED that the policy committee for the \_\_\_\_\_ Solid Waste Management District:

1. adopts the draft, amended solid waste management plan for the \_\_\_\_\_ Solid Waste Management District; and
2. certifies to the best of its knowledge and belief, the statements, demonstrations, and all accompanying materials that comprise the District’s draft, amended solid waste management plan, and the availability of and access to sufficient solid waste management facility capacity to meet the solid waste management needs of the Authority for the planning period covered by the Plan, are accurate and are in compliance with the requirements in the *District Solid Waste Management Plan Format*, version 4.0, the *2009 State Solid Waste Management Plan*, and the Ohio Revised Code.

This resolution shall be in effect immediately upon its adoption.

**Voting for the Resolution:**

**Voting against the resolution:**

\_\_\_\_\_  
County Commissioner or Designee

\_\_\_\_\_  
County Commissioner or Designee

\_\_\_\_\_  
Municipal Officer or Designee

\_\_\_\_\_  
Municipal Officer or Designee

\_\_\_\_\_  
Township Representative

\_\_\_\_\_  
Township Representative

\_\_\_\_\_  
Health Commissioner or Designee

\_\_\_\_\_  
Health Commissioner or Designee

\_\_\_\_\_  
Solid Waste Generator Representative

\_\_\_\_\_  
Solid Waste Generator Representative

\_\_\_\_\_  
Member Representing General Interests  
of Citizens

\_\_\_\_\_  
Member Representing General Interests  
of Citizens

\_\_\_\_\_  
Public Representative

\_\_\_\_\_  
Public Representative

This is to certify that the foregoing is a true and correct copy of the resolution passed by the policy committee for the \_\_\_\_\_ Solid Waste Management District on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and recorded in the Journal of said policy committee in \_\_\_\_\_ under the date of \_\_\_\_\_.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary for the Policy Committee

## Resolution Adopting the Draft, Amended Solid Waste Management Plan

Resolution \_\_\_\_\_

The board of trustees for the \_\_\_\_\_ Regional Solid Waste Management Authority (Authority) passed a resolution adopting the amended solid waste management plan for the Authority.

WHEREAS, this board of trustees completed the draft, amended solid waste management plan and submitted it to the Ohio Environmental Protection Agency for review and comment on \_\_\_\_\_, 20\_\_\_\_. The Ohio Environmental Protection Agency provided comments in a non-binding advisory opinion issued on \_\_\_\_\_, 20\_\_\_\_;

WHEREAS, this board of trustees reviewed the non-binding advisory comments received from the Ohio Environmental Protection Agency and took into consideration these comments and incorporated changes into the draft, amended solid waste management plan where necessary;

WHEREAS, the board of trustees conducted a 30-day public comment period and held a public hearing on \_\_\_\_\_, 20\_\_\_\_ to provide the public an opportunity to have input into the draft, amended solid waste management plan;

NOW, THEREFORE, BE IT RESOLVED that the board of trustees for the \_\_\_\_\_ Regional Solid Waste Management Authority:

1. adopts the draft, amended solid waste management plan for the \_\_\_\_\_ Regional Solid Waste Management Authority; and
2. certifies to the best of its knowledge and belief, the statements, demonstrations, and all accompanying materials that comprise the Authority's draft, amended solid waste management plan, and the availability of and access to sufficient solid waste management facility capacity to meet the solid waste management needs of the Authority for the planning period covered by the draft, amended solid waste management plan, are accurate and are in compliance with the requirements in the *District Solid Waste Management Plan Format*, version 4.0, the *2009 State Solid Waste Management Plan*, and the Ohio Revised Code.

This resolution shall be in effect immediately upon its adoption.

**Voting for the Resolution:**

\_\_\_\_\_  
County Commissioner or Designee

\_\_\_\_\_  
Municipal Officer or Designee

\_\_\_\_\_  
Township Representative

\_\_\_\_\_  
Health Commissioner or Designee

\_\_\_\_\_  
Solid Waste Generator Representative

\_\_\_\_\_  
Member Representing General Interests  
of Citizens

\_\_\_\_\_  
Public Representative

**Voting against the resolution:**

\_\_\_\_\_  
County Commissioner or Designee

\_\_\_\_\_  
Municipal Officer or Designee

\_\_\_\_\_  
Township Representative

\_\_\_\_\_  
Health Commissioner or Designee

\_\_\_\_\_  
Solid Waste Generator Representative

\_\_\_\_\_  
Member Representing General Interests  
of Citizens

\_\_\_\_\_  
Public Representative

This is to certify that the foregoing is a true and correct copy of the resolution passed by the board of trustees for the \_\_\_\_\_ Regional Solid Waste Management Authority on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and recorded in the Journal of said board of trustees in \_\_\_\_\_ under the date of \_\_\_\_\_.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary for the Board of Trustees

**Templates for Resolution Certifying Ratification of the  
Draft, Amended Solid Waste Management Plan**

# Resolution Certifying the Draft, Amended Solid Waste Management Plan was Ratified

Resolution \_\_\_\_\_

The policy committee for the \_\_\_\_\_ Solid Waste Management District (District) passed a resolution declaring that the District's draft, amended solid waste management plan was ratified in accordance with Section 3734.55 of the Ohio Revised Code.

WHEREAS, the policy committee adopted the draft, amended solid waste management plan on \_\_\_\_\_, 20\_\_\_\_;

WHEREAS this policy committee received copies of resolutions and ordinances approving the draft, amended solid waste management plan from the boards of county commissioners, the legislative bodies of the largest municipality in each county within the District, and from legislative jurisdictions representing at least 60 percent of the residential population within the District;

NOW, THEREFORE, BE IT RESOLVED that the policy committee for the \_\_\_\_\_ Solid Waste Management District declares that the draft, amended solid waste management plan for the \_\_\_\_\_ Solid Waste Management District was ratified in accordance with Section 3734.55 of the Ohio Revised Code, and the policy committee shall submit the draft, amended solid waste management plan to the director of the Ohio Environmental Protection Agency for review.

This resolution shall be in effect immediately upon its adoption.

**Voting for the Resolution:**

\_\_\_\_\_  
County Commissioner or Designee

\_\_\_\_\_  
Municipal Officer or Designee

\_\_\_\_\_  
Township Representative

\_\_\_\_\_  
Health Commissioner or Designee

\_\_\_\_\_  
Solid Waste Generator Representative

**Voting against the resolution:**

\_\_\_\_\_  
County Commissioner or Designee

\_\_\_\_\_  
Municipal Officer or Designee

\_\_\_\_\_  
Township Representative

\_\_\_\_\_  
Health Commissioner or Designee

\_\_\_\_\_  
Solid Waste Generator Representative

\_\_\_\_\_  
Member Representing General Interests  
of Citizens

\_\_\_\_\_  
Member Representing General Interests  
of Citizens

\_\_\_\_\_  
Public Representative

\_\_\_\_\_  
Public Representative

This is to certify that the foregoing is a true and correct copy of the resolution the passed the policy committee for the \_\_\_\_\_ Solid Waste Management District on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and recorded in the Journal of said policy committee in \_\_\_\_\_, under the date of \_\_\_\_\_.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary for the Policy Committee

# Resolution Certifying the Draft, Amended Solid Waste Management Plan was Ratified

Resolution \_\_\_\_\_

The board of trustees for the \_\_\_\_\_ Regional Solid Waste Management Authority (Authority) passed a resolution declaring that the Authority's draft, amended solid waste management plan was ratified in accordance with Section 3734.55 of the Ohio Revised Code.

Whereas, the board of trustees adopted the draft, amended solid waste management plan on \_\_\_\_\_, 20\_\_\_\_;

WHEREAS this board of trustees received copies of resolutions and ordinances approving the draft, amended solid waste management plan from the boards of county commissioners, the legislative bodies of the largest municipality in each county within the Authority, and from legislative jurisdictions representing at least 60 percent of the residential population within the Authority;

NOW, THEREFORE, BE IT RESOLVED that the board of trustees for the \_\_\_\_\_ Regional Solid Waste Management Authority declares that the draft, amended solid waste management plan for the \_\_\_\_\_ Regional Solid Waste Management Authority was ratified in accordance with Section 3734.55 of the Ohio Revised Code, and the board of trustees shall submit the draft, amended solid waste management plan to the director of the Ohio Environmental Protection Agency for review.

This resolution shall be in effect immediately upon its adoption.

**Voting for the Resolution:**

\_\_\_\_\_  
County Commissioner or Designee

\_\_\_\_\_  
Municipal Officer or Designee

\_\_\_\_\_  
Township Representative

\_\_\_\_\_  
Health Commissioner or Designee

\_\_\_\_\_  
Solid Waste Generator Representative

**Voting against the resolution:**

\_\_\_\_\_  
County Commissioner or Designee

\_\_\_\_\_  
Municipal Officer or Designee

\_\_\_\_\_  
Township Representative

\_\_\_\_\_  
Health Commissioner or Designee

\_\_\_\_\_  
Solid Waste Generator Representative

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Member Representing General Interests  
of Citizens

\_\_\_\_\_  
Public Representative

\_\_\_\_\_  
Public Representative

This is to certify that the foregoing is a true and correct copy of the resolution the passed the board of trustees for the \_\_\_\_\_ Regional Solid Waste Management Authority on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, and recorded in the Journal of said board of trustees in \_\_\_\_\_, under the date of \_\_\_\_\_.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Secretary for the Board of Trustees